

**NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1**

**CONTOOCCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197**

Telephone: 603-924-3336 x2033

Fax: 603-924-6707

HOW DO I BECOME A DESIGNATED VOLUNTEER

You will first need to go to the school in which you wish to volunteer. The School Principal will determine if you qualify under the definition of Designated Volunteer. The Designated Volunteer is given a Criminal Records Check fingerprint packet. The packet contains a Release Authorization Form which must be completed and signed in the presence of a notary. It also includes the fingerprint card that requires additional information be completed. These documents will go with the volunteer to their local police department for fingerprinting, and you will then return all forms to your school. You may contact the Human Resources Department of the Superintendent of Schools, at 924-3336 ext. 2033, to schedule a time to have your fingerprints done at the Superintendent's Office in Peterborough.

Once a report of "No Record" is received by the HR Department, you are considered an approved Designated Volunteer.

Mission Statement

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.